

ADDENDA LOG		
DATE ISSUED	DESCRIPTION	OFFICER

ROADMAP

The purpose of the Qualified Pool of Vendor is to expedite selection of bidders for the purchase of atomizing odor control systems (AOCS), accessories, installation, service, and repair.

QUOTE PROCEDURES

The County will solicit spot market quotation from qualified bidders on an as-needed or on a periodic basis. When such spot market purchases are initiated, all pre-qualified vendors shall be invited to offer a fixed price for the individual purchase. The prequalified vendor then offering the lowest fixed price shall be awarded the individual purchase. The pool of prequalified vendors is broken-down into three groups:

- Group A: Furnish Parts only - Prequalified vendors under this group shall be able to furnish AOCS parts including but not limited to drop lines, universal nozzles, related accessories and component as further defined in each request for quote.
- Group B: Turnkey Projects - Prequalified vendors under this group shall furnish all labor, materials, tools, equipment and transportation necessary for the installation of AOCS, accessories and related components as defined in each request for quote. Installation may include but not be limited to control boxes, interval timers, drop lines, universal nozzles, cables and related component.
- Group C: Repair Services - Prequalified vendors under this group shall be able to repair and service all equipment and components associated with installed AOCS systems throughout the County. The prequalified vendors shall be available to provide these services on a 24 hour 7 day basis. Prequalified vendors shall be able to respond to any emergency call within 48 hours after notification by the County.

Pre-qualified Bidders will be solicited for price and availability of items as needed. A Request for Quote will be facsimile (faxed) and/or electronic mail (e-mail) to the pool of prequalified vendors. If required, the County shall note special shipping requirements. In those cases, the prices quoted by the bidders shall be inclusive of any additional shipping cost. All responded bidder(s) shall be notified of the award. A three (3) day protest period is applicable to all quotations. Deliveries shall be invoiced against existing blanket purchase orders.

The award to one vendor for the individual purchase does not preclude the remaining pre-qualified vendors from submitting spot market offers for other individual purchases.

Emergency purchases: No quotes are necessary for purchases under \$500.00; these purchases shall be based upon the availability of materials and geographic location of the vendor.

BID TABULATION

User Department shall tally all responsive, non-responsive bidders, the low bidder and higher than low bidders. Upon request by the bidder or bidders, the department should provide the information.

Applicable Ordinances for Quotations

Please note that all County procurement legislation apply to this contract and all subsequent solicitation(s) and award(s), to include:

- 1) **SBE Preference** (<http://www.miamidade.gov/aopdfdoc/aopdf/pdffiles/AO3-4.1.pdf>)
For contracts valued over \$1 million, an SBE Preference of 5% is applied to a SBEs offer (for the purpose of evaluation ONLY). For contracts valued up to \$1 million, an SBE Preference of 10% is applied (for the purpose of evaluation ONLY). If the SBE is the responsible, responsive low vendor following the evaluation process, the price that the county will pay the awarded firm is the original price offered (excluding the 5% or 10% evaluation factors).
- 2) **Local Certified Service – Disabled Veteran** should be applied in accordance with Section 2-8.5.1 of the Miami-Dade County Code, a Local Certified Service Disabled Veteran Business Enterprise (VBE) shall receive a bid preference of 5% of the price bid (for the purpose of evaluation ONLY). A VBE who is also an SBE shall not receive the veteran's preference and shall be limited to any applicable SBE preferences. At the time of bid submission, the vendor must affirm in writing its compliance with the certification requirements of Section 295.187 of the Florida Status and submit this affirmation and a copy of the actual certification along with the bid.
- 3) **Local Preference** <http://library.municode.com/index.aspx?clientId=10620&statelId=9&stateName=Florida>:
(Section 2-8.5; also applicable to Broward County vendors)

Additionally, a Locally-Headquartered Business shall mean a Local Business as defined above which has a “principal place of business” in Miami-Dade County. “Principal place of business” means the *nerve center or the center of overall direction, control, and coordination of activities of the bidder*. If the bidder has only one business location, such business location shall be its principal place of business.

- 4) **Cone of Silence** <http://library.municode.com/index.aspx?clientId=10620&statelId=9&stateName=Florida>; (Section 2-11.1)
- 5) **UAP/Inspector General Fees** <http://library.municode.com/index.aspx?clientId=10620&statelId=9&stateName=Florida>; (Section 2-8.10)

Applying Bid and Local Preference to Quotes

Only one preference shall be awarded per bidder per quote or per item. Bid preferences shall be given to bidders that are identified herein as certified SBE/Micro. The bid preference shall be calculated and subtracted from the total quote price or item. This difference shall be used in evaluating the quote. The bid preference is used only to calculate an amount to be used in evaluating the quote and does not affect the quote price. **EXAMPLE:** Quote Total Price \$1,000 x 10% = \$100.00 - \$1,000.00 = \$900.00.

Whenever a quote contains both, Bid Preference (SBE/Micro) and Local Preference, departments must apply the bid preference first. Once the bid preference is applied and department determine that the apparent low bidder is a non-local firm and the second lower bidder is a local firm which prices are within 10% of the low bidder, department must proceed to apply local preference and obtain the “Best and Final” in accordance with Section 2-8.5 of the Miami-Dade County Code.

For purposes of the solicitation, an order involves one or more items, which are part of a solicitation, and is accompanied by quotes from participating bidders contacted for that solicitation. The lowest bidder within the contacted group will be awarded the order. If one or more items on an order are determined to be unavailable from a bidder who has offered the best and lowest pricing for that order, the entire order may then be placed with the bidder with the best pricing who is able to completely fill the order. An item will be determined to be unavailable if a bidder is unable to deliver that item within the period specified in the department Request for Quote Form. The award of the order to one bidder does not preclude the ability of the remaining prequalified bidders from submitting offers for other orders as requested by the County departments.

Prequalified Vendors by Group				
Awarded Groups:	All Ready Chute, Inc.	Cherokee Enterprises, Inc.		
Group A – Furnish Parts Only	Yes	Yes		
Group B – Turnkey Projects: These vendors have GC. and pressure and process piping licenses	No	Yes		
Group C – Repair Services: These vendors have GC. and pressure and process piping licenses	No	Yes		

PRE-QUALIFIED VENDORS				
FEIN/Suffix:	510470693-01	650891158-01		
Contact Person:	William Stone	Gabino Cuevas		
Company Name:	All Ready Chute, Inc.	Cherokee Enterprises, Inc.		
Company Address:	801 Aurelia Street	14474 Commerce Way		
City/State/Zip Code:	Boca Raton, FL 33486-3531	Miami Lakes, FL 33016		
Telephone No.:	561-620-7821	305-828-3353		
Fax No.:	561-338-7502	305-828-9317		
Emergency Telephone No.:	954-249-2091 Cell			
E-Mail Address:	ecolo@att.net	gc@cherokeecorp.com		